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**TOWN OF EASTON, MARYLAND
EASTON TOWN HALL
14 S HARRISON STREET**

January 16, 2018

PRESENT AT CONVENING.

Mayor Robert C. Willey
Council President John Ford
Councilmember Alan I. Silverstein
Councilmember Pete Leshner
Councilmember Ron E. Engle
Councilmember Megan M. Cook

Also present was the Town Manager Mr. Don Richardson, Town Attorney Mrs. Sharon VanEmburch,
and Town Clerk Mrs. Kathy M. Ruf.

MEETING.

At 7:00 p.m., President Ford called the meeting to order.

OPENING REMARKS BY MRS. COOK AND PLEDGE OF ALLEGIANCE.

Mrs. Cook gave opening remarks and led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES OF JANUARY 2, 2018 MEETING.

Upon motion by Mr. Leshner seconded by Mr. Engle and carried unanimously, minutes of the January
2, 2018 meeting were approved.

ITEMS BY THE MAYOR.

**PRESENTATION OF PROCLAMATION DECLARING THE YEAR 2018 “HONOR
FREDERICK DOUGLASS.”**

Mr. Leshner presented Mrs. Harriet Lowery, Public Relations for Frederick Douglass Honor Society
with a Proclamation celebrating the 200th birthday of Frederick Douglass.

Ms. Lowery thanked the Mayor and Council for the proclamation.

A great nephew of Frederick Douglass, Mr. Bailey was present and thanked everyone for their
support.

**CONFIRMATION OF APPOINTMENTS TO PLANNING COMMISSION AND HOUSING
AUTHORITY.**

Mayor Willey asked for approval for Ms. Victoria Andrews' alternate appointment be made a regular
Commission member.

Upon motion by Mr. Leshner, seconded by Mr. Silverstein and carried unanimously, Ms. Andrews'
appointment as a regular member to the Planning and Zoning Commission was approved.

Upon motion by Mr. Silverstein seconded by Mr. Leshner and carried unanimously, Mr. Jacob
Laureska's appointment as an alternate to the Planning Commission for the remainder of a five year
term expiring December 31, 2022 was approved.

Upon motion by Mr. Silverstein seconded by Mr. Leshner and carried unanimously, Ms. Tracy
Berrigan's appointment to the Housing Authority Board for the remainder of a five year term expiring
June 15, 2022 was approved.

Mayor Willey stated that a Wi-Fi workshop is scheduled February 6 at 6:00 p.m.

Mayor Willey stated that the department head budget workshops have been scheduled to start the
upcoming year's budget process.

ITEMS BY THE TOWN MANAGER.

APPROVAL OF CONCRETE CONSTRUCTION/REPLACEMENT CONTRACT FOR 2018.

Upon motion by Mr. Engle seconded by Mrs. Cook and carried unanimously, the concrete
construction/replacement contract for Barker's Landing and Santos for specific services as outlined in
the Town Engineer's memo dated December 29, 2017 for period January 1, 2018 to December 31,
2018 was approved.

APPROVAL FOR REVISIONS TO THE TOWN OF EASTON EMPLOYEE HANDBOOK.

57 Upon motion by Mr. Silverstein seconded by Mr. Engle and carried unanimously, the changes outlined
58 in the Town Manager's memo dated January 12, 2018 regarding Town Handbook updates for liberal
59 leave and an additional personal day during the month of an employee's birthday was approved.

60 **ITEMS BY THE TOWN ATTORNEY.**

61 Mrs. VanEmburch discussed updating the Code and the Ethics provisions. She suggested a process in
62 place to break a tie for an election. She stated that there may need to be a workshop scheduled for
63 additional considerations.

64 **MR. TED L. BOOK, JR. EASTON UTILITIES DIRECTOR OF CABLE &**
65 **COMMUNICATIONS TO ADDRESS COUNCIL REGARDING NEW CABLE TV RATES.**

66 Mr. Book was present to outline the 2018 Cable Programming cost adjustments. Mr. Book stated that
67 the increase in cable rates are a straight pass thru fees that go right to the programmers.

68 Mrs. Cook asked if some channels offer ala carte for their programs.

69 Mr. Book said that is available now with some programming channels.

70 Mayor Willey asked for a per tier rate increase analysis.

71 **ITEMS BY MEMBERS OF THE COUNCIL.**

72 Mr. Engle stated there is still time to donate to Cover Your Chin. The winner will donate to the charity
73 of their choice.

74
75 Mrs. Cook stated there was a great turnout for the MLK 12th Annual Basketball Tournament. She
76 offered thanks to Ms. Lorraine Gould Parks & Recreation Department Director as well as the Talbot
77 County staff.

78
79 **DON BIBB**

80
81 Don Bibb updated on Housing Authority activities for 2018. Mr. Bibb stated that there are nine multi
82 energy efficient family houses being constructed on Port & West Street. He discussed mixed income
83 housing developments which he said are the new norm.

84
85 Mr. Bibb stated that bids are out for the Buffalo Soldier House with an expected June or July
86 completion date.

87
88 **REVIEW OF INVOICES TOTALING \$841,268.87.**

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90 Upon motion by Mr. Leshar seconded by Mrs. Cook and carried unanimously, invoices totaling
91 \$841,268.87 were approved.

92 **ADJOURNMENT.**

93 At 7:30 p.m., upon motion by Mr. Silverstein seconded by Mr. Leshar and carried unanimously,
94 President Ford adjourned the regularly scheduled meeting.

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Kathy M. Ruf, Town Clerk